



**Minutes of the virtual meeting of the Owmby & Normanby Community Park Committee  
held on Friday 9 April 2021 at 7.30**

(Please note that this was not an Open Meeting and therefore matters may not be formally resolved)

**1. Welcome**

Meeting commenced at 7.30 with a welcome from Chairman.

**2. Attendance and apologies for absence received**

**Attended by** Jeff Summers, Denise Leah, Danny Mellor, Angie Hanson, Sara Carter, Barbara Moulson, John Moulson, Isabelle Brooke

**Apologies received from** Jamie Marshall

**3. Minutes of previous meeting on 8 March 2021**

(to be formally ratified at next open meeting)

No queries raised. Minutes will be ratified at the next Open Meeting

**4. Matters arising or outstanding from minutes**

None

**5. Finance**

- Audit – Clear audit report received
- Bank Account – Lloyds bank account clear of funds, all funds now in OPC account
- proposed Financial Officer – Owmby Parish Council have offered to have its Clerk take over financial management for the CPC.

**6. Committee Membership**

Owing to changes in personal circumstances, both Danny Mellor and Jamie Marshall are able to re-join the Committee. Members expressed satisfaction with this development.

Chairman asked if all Members were willing to continue serving on the Committee for the coming year. All affirmed that they were so this will be conveyed to the Parish Councils at the Joint Meeting.

## 7. **Skills Audit**

To be circulated to Parish Councils

## 8. **Proposal – Friends of the Community Park**

The Chairman put forward a proposal to establish a 'Friends of the Community Park' to aid communication to residents and increase involvement in the Community Park. He proposed that a letter be distributed inviting residents to register their email address to enable them to receive regular updates on activities and opportunities on the Community Park. No other personal information would be kept so there would be no difficulty with GDPR regulations.

Committee members were enthusiastic about this proposal. There was some discussion as to whether this proposal should go to Parish Councils for approval but it was pointed out that part of the CPC's responsibilities, as laid out in the Terms of Reference, is to communicate with residents. The Parish Councils, of course, will be kept informed via minutes.

A more detailed proposal to be discussed at the next meeting.

## 9. **Volunteer project work pertaining to Health & Safety and Accessibility**

The need to urgently tackle the accessibility of the Park was discussed, that being:

- the path from Highgate Lane which requires widening, edging and levelling
- a pedestrian path from the main gate to the (re-sited) benches to ensure all less able residents are provided with access to the park
- Completion/augmentation of the pedestrian entry at the south end of the park.

A detailed project plan to be presented at the next meeting to enable this necessary work to be carried out as soon as possible.

## 10. **Events and Field Work Sub-Committees**

While there is a well-established Events Committee, consisting of eight members and chaired by Isabelle, the proposed Field Work Committee has not yet been properly established. Danny offered to take the Chair and work with other CPC members and any suitable volunteers on whatever projects would be suitable (as above)

It was proposed and agreed that any non-CPC members of either of these committees should be invited to be present as non-participants at CPC meetings.

## 11. **Events**

### **Sunflower Growing Competition**

Seeds and entry forms being sold at the Village Store.

**Spring Bank Holiday Raffle**

Planned for draw on Spring Bank Holiday Monday. Tickets will be on sale through May at the Village Store, possibly at the Pub (yet to be asked) and via CPC members.

**Scarecrow Festival 19 – 27 June**

As the first such event, this will aim to gauge future engagement of community and so will not be 'competitive'. The fund-raising element of the festival will rely on income from a pop-up café on the Park on the final Sunday (27 June)

It was agreed to hold an Open Event for Residents in the Autumn to inform of plans and report on progress. This would be held at the Primary School and a suitable date should be set.

Action: Isabelle to speak to school for dates.

Phil suggested that an event for the Queen's Platinum Jubilee could be included for the 2022 calendar. This was agreed as a good idea and plans could be discussed at future meetings.

**12. Meetings calendar for the year and Date of next meeting.**

Dates for meeting for the rest of the year to be agreed following Normanby Parish Council setting its future meeting dates.

**Date of next meeting (Open): Monday 26 April**